

BUREAU OF WATER

Delegated Construction Review Program (DRP)

A Guide to Participation in the DRP for Domestic
Wastewater Construction Permitting of Sewer Systems

December 2007



South Carolina Department of Health
and Environmental Control

Delegated Review Program (DRP)

DHEC's domestic wastewater permitting program has been streamlined by offering local public sewer entities, when approved, the option of reviewing the construction permit application package and specifically performing the technical plan review. The DRP minimizes duplication of technical review and allows for a faster permitting process. For more information, contact SC DHEC:

Construction Permitting Section
Water Facilities Permitting Division
Bureau of Water
2600 Bull Street
Columbia, SC 29201
(803) 898-4300

Please visit our WEB site at: www.scdhec.net/water

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I. INTRODUCTION TO THE DELEGATED REVIEW PROGRAM (DRP)

The South Carolina Pollution Control Act and accompanying regulations require issuance of construction permits and approvals to place in operation for wastewater collection systems. The regulations describe the necessary engineering and information submittals required for review by the Department in order to qualify a project for permitting. In addition, the regulations describe the need for proper installation in accordance with Department-approved plans and specifications (construction permit) and the issuance of an approval to place in operation prior to placing the system in service. Over the years, the Department has conscientiously and professionally implemented the program. In light of State funding reductions, the Department was forced to eliminate State-funded positions related to the permitting of distribution and collection systems. In an attempt to minimize potential delays in permitting while meeting the current legislative requirements, the Department established a "Delegated Review Program" (DRP). This program is available to Publicly-owned Treatment Works (POTWs) that demonstrate they have an internal program for review of certain types of projects to be described in this information package. All POTWs that meet the requirements outlined and are subsequently approved for this activity will remain under periodic Department review.

This program has been designed such, that once the delegated entity has completed its review and obtained all appropriate approvals, the package will be forwarded to the Department for construction permitting. If the package is complete and other Department or Agency approvals are not required a construction permit will generally be issued within five (5) working days of receipt. This time frame may vary based on current workload and Department staff available.

II. DESCRIPTION OF COVERAGE AND ELIGIBLE PARTICIPANTS

Any "Publicly-owned Treatment Works" (POTW) including any city, town, borough, county, parish, district, association, or other public body created by or under State law and having jurisdiction over disposal of sewage, industrial wastes, or other waste, or a designated and approved management agency under Section 208 of the Clean Water Act.

For construction permitting activities, any public or private entity (within the service area of the POTW with a Delegated Program) may submit plans and specifications packages through the POTW for streamlined permitting. This would, of course, be subject to the POTW's agreement to process the submittal in this fashion.

Under these circumstances, the POTW's delegated review coverage would be subject to the qualifications, criteria and other associated requirements outlined in this information package.

III. LAWS APPLICATION TO THE BUREAU'S PERMITTING PROGRAM

State and Federal laws apply to the Permitting Program of the Bureau. The State laws are the S. C. Pollution Control Act, the Administrative Procedures Act, Regulation 61-30, and Regulation 61-67. The Federal law is the Clean Water Act. A discussion of these laws and their relationship to the Bureau's permitting programs can be found in the following documents: "Sewer Permitting", "Wastewater Facility Permitting", "Industrial Pretreatment Permitting", Regulation 61-30, and Regulation 61-67.

IV. SUMMARY

It is the intent of the Department with the Delegated Review Program to insure that a consistent and professional review of all construction plans and specifications be provided. This program has been designed such that once the delegated POTW has completed its review and obtained all appropriate approvals, the submittal package for a SC DHEC Construction Permit will be processed and a construction permit issued generally within five (5) working days of receipt, provided the package submitted to the Department is complete. This time frame may vary based on current workload and Department staff available. This process will maintain a high quality review and at the same time substantially reduce the turn-around time for SC DHEC construction permits.

V. QUALIFICATIONS AND CRITERIA FOR THE DELEGATED REVIEW PROGRAM

The following minimum criteria must be met:

1. The POTW must have a South Carolina professional engineer (P.E.) on staff or on permanent retainer.
2. The POTW must have no construction or engineering related Department enforcement action taken in the last three (3) years from the date of application for this program that have not been remedied to the Department's satisfaction.
3. The POTW must have no violations of a criminal nature over the past five (5) years from the date of application for this program that have not been remedied to the Department's satisfaction.
4. The POTW must have a standard set of specifications approved by the Department.
5. The POTW must provide a written certification that design criteria utilized during the DRP reviews shall conform to Regulation 61-67, most recent version.

VI. DEPARTMENT OVERVIEW PROCEDURES FOR THE DELEGATED ENTITIES

1. The Department will conduct a technical review a minimum of one (1) construction project submittal once every year with the typical expectation of one (1) technical review every six (6) months.
2. The Department may conduct a random technical review of any project at its discretion.
3. If subsequent enforcement and/or criminal action is taken against the POTW, the Department will rescind the delegation approval. The POTW can reapply when they can comply with the qualifications established above.

VII. DESCRIPTION OF PROJECTS COVERED BY THE DELEGATED REVIEW PROGRAM

The following projects will qualify for coverage under the delegated review program:

1. All gravity sewer line extension(s) for sixteen (16) inch diameter lines or smaller.
2. All pump station projects with a design size of 2,000 gpm or smaller.
3. All sixteen (16) inch diameter force main or smaller from pump stations tying onto gravity sewer.

NOTE: This program does not include alternative sewer systems (e.g., low pressure sewers, STEP/Grinder systems, small diameter sewer systems, vacuum sewers), unless the project is an extension of an alternative sewer system that has already received approval from the Department. Projects involving wastewater treatment facilities (new, modification or expansions), or effluent outfall construction (gravity, force mains or pump stations) from wastewater treatment facilities, are also excluded from this program..

As stated earlier, any public or private entity (within the service area of the POTW with the Delegated Program), may submit plans and specifications for construction projects through the POTW. It would be the responsibility of the Delegated POTW to submit the necessary plans and specifications to the Department.

VIII. APPLICATION FOR APPROVAL OF THE DELEGATED REVIEW PROGRAM

1. **Submittal Package.** A complete administrative package must be submitted. The submittal package must include the following:
 - a. A transmittal letter outlining the submittal package. This transmittal should clearly identify this as an application by a Delegated Review Authority.
 - b. Two (2) copies of the documentation for professional engineer (P.E.), either on staff or on permanent retainer.
 - c. Two (2) copies of the certification statement concerning enforcement and criminal actions. This certification must be signed by the POTW's authorized representative and legal counsel.
 - d. Two (2) copies of the proposed standard specifications, or a copy of a Department approval letter for standard specifications previously obtained by the POTW.
 - e. Two (2) copies of a written statement that design criteria utilized during the DRP reviews will conform to Regulation 61-67, most recent version.

The submittal package should be sent to the attention of the Manager of the Construction Permitting Section at the following address:

South Carolina Department of Health and Environmental Control
Bureau of Water, Water Facilities Permitting Division
2600 Bull Street
Columbia, SC 29201

Standard forms for submittal of the application package can be found in Enclosure A. An incomplete submittal will be returned. Therefore, please ensure the submittal package contains the correct number of copies of each item.

2. Administrative Processing of the Delegated Review Program Application:

The review of the DRP application package will be on a "first-come/first-serve" basis. Upon receipt of the application, the package will be assigned to a member of the Construction Permitting Section. The Construction Permitting Section will be responsible for the review and approval of the qualifications submittal for a DRP entity and for the approval of the standard specifications.

3. DRP Application Approval Action:

The Director of the Water Facilities Permitting Division will issue all DRP approval actions. A letter of approval for program delegation will be provided to the POTW, the EQC Regional Director, the 208 Planning Agency (if designated and delegated), OCRM (Office of Ocean and Coastal Resource Management), if applicable/Coastal Region and the Department's Enforcement Section. This approval will include specific conditions limiting the Department's responsibility for design and construction activities. It will also clearly outline the overview procedure and appropriate limitations and/or related conditions.

IX. CONSTRUCTION PERMIT APPLICATION FOR THE DELEGATED REVIEW PROGRAM

1. Administrative Package. A complete administrative package must be submitted. The submittal package must include the following:

a. Administrative Information:

- (1) A transmittal letter outlining the submittal package. This transmittal must clearly identify the project as a delegated program submittal, and that the package has been reviewed and approved in accordance with the requirements of this program..
- (2) The original SC DHEC Application for Permit to Construct, most recent version, properly filled out with the appropriate signatures and one (1) copy. A standard SC DHEC Permit to Construct application form is included in Enclosure B.
- (3) An application fee of \$75.00. Check should be made payable to SC DHEC Bureau of Finance.
- (4) A letter of acceptance from the entity providing the treatment of the wastewater. This letter should give the number of lots (if applicable), flow, etc., being accepted and it should include a statement on the ownership and operation and maintenance of the proposed collection system. If the owner of the WWTP treating the wastewater will not own, operate and maintain the proposed sewer system, then a separate letter on the ownership and O&M from the responsible utility must be submitted.
- (5) The 208 Plan certification from the designated Council of Governments (COG) must be provided. A standard format request is included in Enclosure B along with a list of designated COGs and appropriate mailing addresses.
- (6) The OCRM certification (Coastal area) must be provided. A standard format request is included in Enclosure B along with a list outlining the appropriate counties within the OCRM area.

- (7) A Navigable Waters Permit for crossings of navigable waterbodies and/or any other related Agency approval letters (if required). For information regarding Navigable Waters Permitting a contact person is included in Enclosure B.
- (8) The delegated entity will indicate that a copy of the final plans are submitted to the appropriate consulting engineer.

b. Technical Information:

- (1) Two (2) sets of construction plans signed and sealed by the consulting engineer.
- (2) One (1) copy of the appropriate design calculations including flow and pump station calculations with a copy of the pump curves. The flow calculations should be based on Regulation 61-67, Appendix A.
- (3) One (1) copy of an 8 ½" x 11" location map. This should be separate from the plans. Therefore, even if there is a location map on the plans, there still needs to be a separate map on an 8 ½" x 11" sheet of paper.
- (4) Two (2) copies of the easements necessary to build the project. This is not needed if the project is owned by a public entity with the right of eminent domain.

NOTE: The DRP construction package should be sent to the attention of the Manager of the Construction Permitting Section at the following address:

South Carolina Department of Health and Environmental Control
Bureau of Water
Water Facilities Permitting Division
2600 Bull Street
Columbia, SC 29201

ATTENTION: DRP Construction Submittal

An incomplete submittal will be returned. Therefore, please ensure the submittal package contains the correct number of copies of each item. It should be clearly noted that DRP submittal packages will only be accepted from the approved POTW (either from the responsible official or the identified professional engineer for the POTW). No other submittals will be accepted under this program.

2. Processing of the DRP Construction Permit Submittal:

Upon receipt of DRP construction submittal, the project will be logged in. A verification will be made to insure all parts of the required package have been provided and that a valid delegation approval remains in effect.

The Construction Permitting Section will be responsible for issuing the SC DHEC Construction Permit with appropriate special conditions limiting the Department's responsibility for the design. For example, a statement will be added that the Construction Permit is issued based on the technical review being provided by the Delegated POTW; if deficiencies are subsequently identified, the Department may re-evaluate the Delegated POTW's application package and program approval.

The SC DHEC Construction Permit will be issued generally within five (5) working days from the date of receipt, provided the package is complete and other Department or Agency approvals are not required. This time frame may vary based on current workload and Department staff available.

For non-delegated Program Construction permitting, the Construction Permitting Section will be responsible for issuing construction permits for all projects exceeding sewer, force main and pump size limitations noted, alternative sewer systems, or wastewater treatment plants upgrades. The Domestic Wastewater Permitting Section will be responsible for issuing construction permits for all new domestic wastewater treatment plants and expansions or upgrades of domestic wastewater treatment plants.

ENCLOSURE A

DELEGATED REVIEW PROGRAM

**SAMPLE APPLICATION FORMS FOR APPROVAL
OF THE DELEGATED REVIEW PROGRAM**

DELEGATED REVIEW PROGRAM APPLICATION FORM
CERTIFICATION BY POTW PROFESSIONAL ENGINEER (P.E.) REVIEW

I certify that as the applicant, the following individual, _____, with South Carolina Professional Engineering Registration # _____, employed by POTW (or engineering firm/company/corporation, etc.) _____, will be responsible for all project reviews under the S. C. Delegated Review Program.

If this individual is on permanent retainer a copy of the appropriate contract documentation is attached to this certification. If more than one individual will be used, a copy of the additional names and professional engineering registration numbers must be attached.

I certify that the SC DHEC Water Facilities Permitting Division, Bureau of Water, will be notified immediately if either this individual no longer works for this organization or the retainer contract is terminated. An updated certification must be provided to the Department under these circumstances. I further certify that no submittals under the Delegated Review Program will be made without the review of a registered professional engineer from the State of South Carolina.

Attachments provided; please check yes or no.	<u>Yes</u>	<u>No</u>
1. Additional list of names and P.E. license numbers.	_____	_____
2. Retainer contract attached.	_____	_____

Dated this _____ day of _____, 20____

Applicant/POTW's Authorized Representative (Please Type)

Title (Mayor, City Manager, Commissioner, etc.)

Signature

**DELEGATED REVIEW PROGRAM APPLICATION FORM CERTIFICATION
BY POTW CONCERNING ENFORCEMENT AND CRIMINAL ACTIONS**

I certify that as the applicant for the S.C. Delegated Review Program (DRP), the POTW, _____, has had no construction or engineering related enforcement action either by Consent or Administrative Order through the Department in the last three (3) years from the date of this certification.

I further certify that to the best of my knowledge, there have been no violations of a criminal nature which have occurred in the last five (5) years from the date of this certification that have not been remedied to the Department's satisfaction.

Dated this _____ day of _____, 20____

Applicant/POTW's Authorized Representative (Please Type)

Title (Mayor, City Manager, Commissioner, etc.)

Signature

Staff Attorney/POTW's Legal Representative (Please Type)

Firm (if different from POTW)

Signature

DELEGATED REVIEW PROGRAM APPLICATION FORM
CERTIFICATION BY POTW CONCERNING STANDARD SPECIFICATIONS

I certify that as the applicant for the S.C. Delegated Review Program (DRP), the POTW, _____, has one of the following:

1. A standard set of specifications has been approved by the Department (DHEC) on _____. A copy of the approval letter and a copy of the updated standard specifications are attached if any changes are proposed.
2. Included with this submittal you will find two (2) copies of the standard specifications dated _____, submitted for Department review and approval.

Attachments provided; please check yes or no.

Yes

No

1. SC DHEC approval letter and one (1) copy of existing standard specifications.

2. Two (2) copies proposed standard specifications.

I certify that a copy of the approved standard specifications, when approved by the Department, must be maintained and be available for review. The standard specifications will be located at _____, after Department approval.

I also certify that any changes made to the standard specifications must be submitted and be approved by the Department prior to incorporation in the Delegated Review Program.

Dated this _____ day of _____, 20__

Applicant/POTW's Authorized Representative (Please Type)

Title (Mayor, City Manager, Commissioner, etc.)

Signature

DELEGATED REVIEW PROGRAM APPLICATION FORM
CERTIFICATION BY POTW CONCERNING DESIGN CRITERIA

I certify that as the applicant for the Delegated Review Program, a program to streamline wastewater construction permitting, the POTW, _____, shall comply with the following:

All design criteria submitted or utilized by the applicant for the Delegated Review Program shall conform to DHEC Regulation 61-67, Standards for Wastewater Facility Construction, latest edition.

I certify that I understand and acknowledge that the Department shall conduct an overview of the program and that the Department may conduct a random evaluation of any project at its discretion.

I also certify that I understand and acknowledge that the Department has the authority to rescind this delegation at its discretion.

Dated this _____ day of _____, 20_____

Applicant/POTW's Authorized Representative (Please Type Person's Name)

Title (Mayor, City Manager, Commissioner, etc.)

Signature

ENCLOSURE B

DELEGATED REVIEW PROGRAM

**CONSTRUCTION PERMIT FORMS
FOR THE DELEGATED REVIEW PROGRAM**

DELEGATED REVIEW PROGRAM

COGs:

Council of Governments

Refer to listing (included) for the appropriate contact depending on the county in which the project is located.

OCRM:

Office of Ocean and Coastal Resource Management
SC DHEC

Charleston (Main)

1362 McMillan Ave., Suite 400
Charleston, SC 29405
Telephone: 843-953-0200
Fax: 843-953-0201
For all projects located in:
Berkeley, Dorchester, Charleston

Beaufort

104 Parker Drive
Beaufort, SC 29906
Telephone: 843-846-9400
Fax: 843-846-9810
For all projects located in:
Colleton, Beaufort, Jasper

Myrtle Beach

927 Shine Ave.
Myrtle Beach, SC 29577
Telephone: 843-238-4528
Fax: 843-238-4526
For all projects located in:
Horry, Georgetown

Navigable Waters:

Charles Hightower, SC DHEC
Water Quality Certification, Standards & Wetlands Section
2600 Bull Street
Columbia, SC 29201
803-898-0369

For all pipes crossing navigable streams.

The navigable waters of South Carolina have been identified in a map with an associated list prepared by the Department. Navigability is determined in accordance with the definitions of navigable waters contained in Section 49-1-10 and Regulation 19-450, Code of Laws of South Carolina, 1976, as amended.

Proposed projects with activities occurring in water bodies designated as navigable or in waters of uncertain navigability status, should contact the Department.

DATE:

TO:

208 Planning Contact

SUBJECT:

Request for 208 plan conformance certification recommendation
Please review the following project and complete Sections 10 & 11

1. Project Name:
2. County:
3. General Location: See attached map.
4. Type of Action for Review: New Construction Permit Request
5. Type Project:
6. Type Waste: Volume (GPD):
7. Disposal Method:
8. Consulting Engineer: Phone:
9. POTW Contact: Phone:
10. This project (is) (is not) in conformance with the 208 Water Quality Management Plan.
11. Comments: (use back if necessary)

Signature of Certifying Officer and Title

Date

Return with any attached comments to the following address of the POTW participating in the Delegated Review Program:

Name: _____

Address _____

City, State, Zip: _____

208 DESIGNATED WATER QUALITY MANAGEMENT AGENCIES

Appalachian COG

Counties: Anderson, Cherokee, Greenville,
Oconee, Pickens, Spartanburg
Steve Pelissier, Executive Director
PO Drawer 6668

50 Grand Avenue
Greenville, SC 29606
(864) 242-9733

(864) 242-6957 FAX

Chip Bentley- 208 Contact
bentley@scacog.org

Central Midlands COG

Counties: Fairfield, Lexington, Newberry,
Richland

Norman Whitaker, Executive Director
236 Stoneridge Drive
Columbia, SC 29210
(803) 376-5390

(803) 376-5394 FAX

Joe Ryan - 208 Contact
jryan@centralmidlands.org

Santee-Lynches Regional COG

Counties: Clarendon, Kershaw, Lee, Sumter
James T. Darby, Executive Director
PO Box 1837

115 N. Harvin Street, 4th Floor
Sumter, SC 29150

(803) 775-7381
(803) 773-9903 FAX

Pete Hipps-208 Contact
slplan@slcog.org

Berkeley-Charleston-Dorchester COG

Counties: Berkeley, Charleston, Dorchester
Ronald E. Mitchum, Executive Director
1362 McMillan Ave.
Suite 100

North Charleston, SC 29405

(843) 529-0400

(843) 529-0305 FAX

Vonie Gilreath- 208 Contact
vonie@bcdcog.com

Low Country COG

Counties: Beaufort, Colleton, Hampton, Jasper
Chriswell Bickley, Executive Director

PO Drawer 98

I-95 Exit 33, Point South

Yemassee, SC 29945

(843) 726-5536

(843) 726-5165 FAX

Ginny Kozak- 208 Contact
gkozak@lowcountry.org

Waccamaw Regional Planning and Development Council

Counties: Georgetown, Horry, Williamsburg
David Essex, Executive Director

1230 Highmarket Street

Georgetown, SC 29440

(843) 546-8502

(843) 527-2302 FAX

Jan Davis- 208 Contact
jdavis@wrcog.org

Non-Designated Areas (Counties not listed above) – SC DHEC

Note: The Department will handle these certification requests internally once the project is received.

Beth Jordan, SC DHEC

803-898-2852

jordansb@dhec.sc.gov

DATE:

TO:

Bureau of Ocean and Coastal Resource Management
(Refer to Page 13 on which office to send request)

The following project will be submitted to the Department of Health and Environmental Control, Bureau of Water for permitting under the Delegated Review Program. Enclosed is information on the project and the contacts, if needed:

Action Request: Construction Permit Certification

Name:

General Location: See attached map.

County:

Project Owner:

Type Project:

Type Waste:

Volume (GPD):

Disposal Method:

Consulting Engineer:

Phone:

POTW Contact:

Phone:

The OCRM certification (when available) should be mailed to the POTW participating in the Delegated Review Program.

Name:

Address:

City, State, Zip:

ENCLOSURE C

DELEGATED REVIEW PROGRAM

**ADMINISTRATIVE/APPROVAL FORMS
FOR THE DELEGATED REVIEW PROGRAM**

DELEGATED REVIEW PROGRAM
SC DHEC CHECKLIST FOR APPLICATIONS

Applicant Name: _____

POTW Mailing Address: _____

The following checklist will be utilized to determine if a complete application package has been submitted:

<u>Item</u>	<u>Yes</u>	<u>No</u>
1. Transmittal Letter	_____	_____
2. Certification of P.E. (Two (2) copies)	_____	_____
3. Certification of Enforcement	_____	_____
4. Certification of Standard Specifications. (Two (2) copies) with one of the following:		
a. Prior SC DHEC approval letter with one (1) specification copy (if changes proposed)	_____	_____
b. Proposed standard specifications. (Two (2) copies)	_____	_____
5. Certification of Design Criteria; R.61-67. (Two (2) copies)	_____	_____

The application package is complete: _____

Incomplete package returned on: _____

Comments: _____

SC DHEC Approval Of Delegated Review Program On: _____

SC DHEC Denial of Delegated Review Program On: _____

RE: Application for Delegated Review Program
Incomplete Submittal

Dear

The application for the Delegated Review Program is being returned as incomplete. Please see the attached SC DHEC checklist outlining deficiencies in the overall submittal. Please note that review of the DRP packages will be on a "first-come, first-serve" basis for complete submittals. When the noted items are included and a complete package provided to the Department, a project engineer will be assigned.

If you have any questions, please do not hesitate to call.

Sincerely,

Wayne Stokes, Manager
Construction Permitting Section
Water Facilities Permitting Division
Bureau of Water

cc: Director, Water Facilities Permitting Division

Attachment

RE:

Dear

On behalf of the South Carolina Department of Health and Environmental Control, I am pleased to inform you that the application for Delegated Program Review (DRP) submitted to the Department on _____, is hereby approved. With this approval, you are now eligible to participate in the Delegated Review Program based upon the certifications provided along with the technical and administrative procedures included in your application.

As outlined in the DRP Information Package (copy attached), the following conditions apply:

1. The Department will overview the implementation of the Delegated Review Program with a minimum of one (1) technical review every year with the expectation of one (1) review every six (6) months.
2. The Department may conduct a random review of any project at its discretion.
3. The Department has the authority to rescind this approval and delegation at its discretion.

Please note that review or approval of this application package, or future submittals of design calculations, drawings or other documents by or for the Department does not relieve the applicant of its responsibility to properly plan, design, build and effectively operate and maintain the treatment works as required by law, regulations, permits and good management practices. The Department is not responsible for increased costs resulting from defects in the plans, design drawings and specifications or other sub-agreement documents. The South Carolina registered professional engineer certifying the project retains full responsibility for defects and omissions in process, structural, soils, mechanical, electrical and all other specific engineering discipline areas.

This approval of the Delegated Review Program is effective as of the date of this correspondence and will expire upon written notification by the Department.

Sincerely,

Jeffrey P. deBessonnet, P.E., Director
Water Facilities Permitting Division
Bureau of Water

cc: EQC Regional Director
208 Management Agency
OCRM (if applicable/Coastal Region)
SC DHEC Enforcement
Domestic Wastewater Permitting Section Manager
Construction Permitting Section Manager

DELEGATED REVIEW PROGRAM
SC DHEC CHECKLIST FOR CONSTRUCTION SUBMITTALS

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
1. Transmittal letter noting DRP submittal.	_____	_____	_____
2. The original Application for Permit to Construct, most recent version and one (1) copy.	_____	_____	_____
3. Application fee of \$75.00. Check made payable to SC DHEC Bureau of Finance.	_____	_____	_____
4. Two (2) copies of construction plans.	_____	_____	_____
5. One (1) copy of appropriate design calculations including flow and pump station calculations with a copy of the pump curve(s).	_____	_____	_____
6. One (1) copy of a 8 1/2" x 11" detailed location map (must be separate from plans).	_____	_____	_____
7. One (1) copy of easements unless the project owner has the right of eminent domain.	_____	_____	_____
8. A letter of acceptance from the entity providing the treatment of wastewater. If the owner of the WWTP will not own, operate and maintain the proposed sewer system, then a separate letter on the ownership and O&M from the responsible utility must be submitted.	_____	_____	_____
9. One (1) copy of the 208 Plan Certification (from designated COGs only).	_____	_____	_____
10. One (1) copy of the OCRM Certification (if applicable).	_____	_____	_____
11. One (1) copy of the Navigable Waters Permit (if applicable).	_____	_____	_____

Construction submittal is complete: _____

Incomplete package returned on: _____

